

MARYLAND MEDICAL ASSISTANCE PROGRAM
Nursing Home Transmittal No. 283
Chronic Hospital Transmittal No. 1
Special Pediatric Hospital Transmittal No. 1
Residential Treatment Center Transmittal No. 12
January 15, 2022

TO: Nursing Facilities, Chronic Hospitals, Special Pediatric Hospitals, and Residential Treatment Centers

FROM: Molly K. Marra, Director 
Medicaid Office of Provider Services (MPS)

RE: Guidance on Private Daily Room Rate Form

NOTE: **Please ensure that appropriate staff members in your organization are informed of the contents of this transmittal.**

The Department of Human Services (DHS) uses the Private Daily Room Rate (PDRR) in its Long Term Care (LTC) Eligibility Determination Process in the MDTHINK Eligibility & Enrollment system (E&E) to render an accurate and final eligibility decision regarding the participant's contribution to their cost of care.

When to Submit a PDRR Change Form:

Providers must submit the PDRR Change form when a Long Term Care Facility:

1. Is newly enrolling;
2. Is going through a Change of Ownership (CHOW); or
3. Needs to report a change of Private Daily Room (PDR) rate(s).

For newly enrolling facilities and CHOWs, the provider will attach the PDRR form as part of the documentation required for the application.

The PDRR Change Form MUST:

- Reflect the current Genworth survey data corresponding to locale for verification purposes. If comparative rates fall above/below your local median rates reported by Genworth, MDH will return the form for correction;
- Include only one rate and/or rate listing for each applicable E&E Vendor ID number assigned to its corresponding level of care for Maryland Department of Health-approved specialty types (Skilled, Chronic, Intermediate, or Psychiatric);
- Use the single room median rate of the combined basic care charges and/or basic room criteria types, even if the facility has separate rates for private/semi-private rooms;
- Not include rates for services above basic room and board/care, such as recreational activities or vent care;

- Match the rate provided to the Local Department of Human Services (LDHS) on the DHMH 257 Form; and
- Include the MA Provider ID number for the facility and the E&E Vendor ID for an existing facility.

The Medicaid Long Term Care Provider Resolution Unit (LTCPRU) is unable to assist providers in choosing a specific single rate.

For semi-annual or annual updates only, facilities should submit completed PDRR forms to LTCPRU via email at mdh.ltcmapr@maryland.gov. Please include “PDRR Update” in the email Subject Line.

For new facilities, including facilities undergoing a CHOW, LTCPRU will notify the facility of their assigned E&E Vendor ID via email.

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Certificate Pages: 1	Initials: 0
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Enveloped Stamping: Disabled	Molly Marra
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